



# Caroline County Health Department

Division of Environmental Health 410-479-8045 (Fax 410-479-4082)

[www.carolinehd.org](http://www.carolinehd.org)

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## TEMPORARY FOOD SERVICE PERMIT APPLICATION

**THIS APPLICATION MUST BE SUBMITTED A MINIMUM OF 3 WEEKS PRIOR TO EVENT.**

These instructions apply to any person/organization which establishes a Temporary Food Service Facility to sell or provide food to the public for a temporary period.

### How to apply:

1. Carefully read the entire application (5 pages).
2. Complete the application. Return pgs 1 & 2 to this department. Retain pgs 3-5, these pages must be on site during the event.
3. Contact the food program supervisor no later than 14 days prior to the event for an interview.

FACILITY/ORGANIZATION NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

CONTACT PHONE: \_\_\_\_\_

ALTERNATE PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

NAME OF EVENT: \_\_\_\_\_

DATE(S) OF EVENT: \_\_\_\_\_

LOCATION OF EVENT: \_\_\_\_\_

### BAKE SALES & COTTAGE FOODS – No permit required

Per COMAR 10.15.03, no permit is required to sell baked goods that are non-potentially hazardous. Baked goods are breads, cakes, cookies, and pastries that are cooked with dry heat. Fruit pies made from high acid fruits such as apples, cherries, strawberries, etc. are acceptable. Potentially hazardous baked goods such as pumpkin/sweet potato pies, cheesecakes, meringues, and pastries with potentially hazardous fillings or toppings are prohibited.

Foods shall not be prepared in homes where there are house pets, reptiles, birds, etc. All foods shall be prepared, portioned, and packaged in a sanitary environment at the food preparation site or prior to transporting to the sale location. Food preparers shall not have open wounds or sores on hands or forearms and be in general good health.

**I understand that failure to comply with COMAR 10.15.03 Regulations Governing Food Service Facilities will result in the automatic suspension of the operating license, and all food operations must cease IMMEDIATELY.**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

### -HEALTH DEPARTMENT USE ONLY-

- ☐ Approved  
☐ Disapproved

Health Department Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ID: \_\_\_\_\_ Set Up Time: \_\_\_\_\_ Water Supply From: \_\_\_\_\_



## INSTRUCTIONS FOR SPECIAL FOOD EVENTS IN CAROLINE COUNTY

### **MINIMUM HEALTH STANDARDS:** *Authority COMAR 10.15.03, Article 43 MD Code.*

1. **PERSON-IN-CHARGE:** Designate a responsible adult to be in charge during each shift. It is this person's responsibility to monitor food temperatures, food preparation and storage, personal hygiene and food handling practices. All personnel must be trained on proper hand washing and food handling.
2. **FOOD:** All food, including ice and drinks, must be obtained from approved, licensed commercial sources. Food may not be prepared in home kitchens. Serve easy to prepare foods. Foods involving more than one handling, preparation or cook step are more likely to cause food-borne illness.
3. **STORAGE:** Foods that are not stored in their original containers must be stored in containers constructed of food grade plastic or stainless steel. Styrofoam coolers are not acceptable. Food products, serving products and equipment must be kept off the ground.
4. **FOOD PROTECTION:** Overhead protection must be provided for all food, food containers and food prep areas. Open "pit" style grills should have covers or other appropriate protection. All food must be protected from insects, birds, weather, heat and direct sunlight. Raw food products must have separate containers and utensils and kept in separate areas from cooked and/or ready-to-eat foods. All foods must be transported and held at the correct internal temperature.
5. **EQUIPMENT:** Must be of acceptable commercial grade design, in good condition, easily cleanable and sanitized before use.
6. **PROBE THERMOMETER:** A probe thermometer must be provided to monitor internal temperatures of foods. Thermometers must be able to read from 0°F to 220°F.
7. **FOOD COLD HOLDING:** All foods must be held at 0°F or less if frozen, or 41°F or less if refrigerated.
8. **FOOD COOKING:** You need to monitor the final internal temperature of cooked foods. See attached chart for minimum temperatures.
9. **FOOD HOT HOLDING:** All hot food must be held at a minimum internal temperature of 135°F or above.
10. **FOOD SURFACES:** Equipment and utensils must be thoroughly cleaned and sanitized every 4 hours or more often as needed. Sanitizer of the appropriate strength should be used for cleaning surfaces. Cloths used for wiping surfaces should be used for no other purpose and kept in a sanitizer solution when not in use. All food contact surfaces must be made with a non-absorbent material.
11. **PERSONNEL:** Must be healthy, wear appropriate clothing and minimal jewelry, have hair tightly restrained above the collar, and not eat, drink, chew gum or tobacco while handling food. Exclude anyone with diarrhea, illness, coughing & sneezing, or inadequate hand washing or food handling practices. Smoking is prohibited in the food area. It is the responsibility of the person in charge to train and monitor personnel to prevent food-borne illness.
12. **FOOD HANDLING:** NO BARE HAND CONTACT with food. Use a separate utensil for each food item. Gloves are not required, but if used, they should be used in the appropriate manner. Hands must be washed first and the gloves put on by handling the wrist part only. Gloves should be changed between tasks and as often as needed.
13. **UTENSIL/EQUIPMENT CLEANLINESS:** Must provide extra clean and sanitized utensils to be changed every 4 hours or more frequently if necessary. If a 3 compartment sink is available utensils must be washed, rinsed, sanitized and air dried. Chlorine sanitizer strength is 50 ppm, and 100 ppm for any in-place sanitization. Chemical test strips must be provided.
14. **HANDWASHING:** A cleanable container (minimum 4 gallons) with a locking spigot (push & hold button spigots are not acceptable), filled with hot potable water, and bucket underneath to catch wastewater can be used. Single use paper towels and hand soap must be provided at the hand sink. Personnel must wash hands for a minimum of 20 seconds. Pans filled with soapy water are not acceptable for hand washing. Hand sanitizer may be used, but cannot replace hand soap nor hand washing. Hands must be washed before prep & after contamination.
15. **EVENT LOCATION:** Toilet facilities must be provided, well supplied and easily accessible.
16. **WASTE:** Covered garbage containers must be provided at each food stand. All trash must be disposed of properly and regularly to prevent vermin infestation.
17. **INSPECTION:** An inspection may be required; the facility must be ready for operation at the time of inspection.

## Cooking Temperature Chart

<b><i>PRODUCT</i></b>	<b>°F</b>
<b>Beef</b> (intact muscle)	145°F for 15 seconds
<b>Fish &amp; other Seafood</b>	145°F for 15 seconds
<b>Comminuted (Ground) Meat or Injected Meat</b> (hamburger, ground pork, raw sausage, fish cakes)	155°F for 15 seconds
<b>Microwaved Potentially Hazardous Foods</b>	165°F; let stand for 2 minutes
<b>Poultry</b> (chicken, turkey, ground turkey, etc.)	165°F for 15 seconds
<b>Roasts</b> (whole intact roasts)	145°F for 3 minutes or see Roasting Chart
<b>Pork</b>	155°F for 15 seconds
<b>Stuffing, Stuffed Meats, Casseroles</b>	165° for 15 seconds
<b>Egg Dishes</b>	155°F for 15 seconds
<b>Ready to eat foods for hot holding</b>	135°F for 15 seconds
<b>Vegetables and All Other Foods</b>	135°F for 15 seconds

**REHEAT**: 165° F or more, within 2 hours

**HOT HOLD**: 135° F or more

**COLD HOLD**: 41° F or less

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# WHOLE ROAST COOKING CHART

Whole Roasts <sup>#</sup> (beef, pork, ham, corned beef, lamb, venison, bison)	Minimum Internal Temp		Holding Time* at Specified Temperature
	(°F)	(°C)	
	130	54	121 minutes
	132	56	77 minutes
	134	57	47 minutes
	136	58	32 minutes
	138	59	19 minutes
	140	60	12 minutes
	142	61	8 minutes
	144	62	5 minutes
	145	63	3 minutes

# Minimum oven temperature for roasts less than 10 lbs is 250°F.

For roasts greater than 10 lbs, oven temperatures are as follows:

Dry Heat: 350°F

Convection Oven: 325°F

High Humidity: 250°F

\* Holding times may include post oven heat rise.

Roasts cooked according to one of the parameters specified above may be **hot held** at 130°F or more.

Leftover roasts must be **reheated** for hot holding by either:

1. rapidly reheating to 165°F within 2 hours then hot held at 140°F or more.
2. thoroughly re-cooking using the oven parameters and minimum time and temperature conditions specified above and then hot holding at 130°F or more.